

~~EYES ALONE~~

00/S-58-1831

~~SECRET~~ ~~CONFIDENTIAL~~


9 May 1958

MEMORANDUM FOR: Director of Personnel


SUBJECT: Personnel Selection Out Program

1. Pursuant to the Directive of the Director of Central Intelligence dated 17 February 1958, subject as above, actions as described below have been taken by the Office of Security.

2. On a tentative basis, after a review of administrative personnel records of this Office, including the Competitive Evaluation Ratings, an ad hoc committee composed of the Acting Director of Security and five senior officials of this Office tentatively selected the following named individuals as prospective subjects for inclusion in the program.

Name	GS	Competitive Evaluation Rating	Rank in Area of Competition
	4	not rated	not ranked
	11	73	13th from bottom
	12	61	next to penultimate
	12	55	penultimate
	12	49	last
	12	60	last
	13	48	last

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3. It is observed with respect to  that being a GS-4, she was not formally rated and listed in Competitive Evaluations. Action was taken by this Office to effect her separation prior to the subject Directive of the DCI. She elected to retire for age on 7 March 1958 after being officially

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JOB NO. BOX NO. FLD NO. DOC. NO. NO CHANGE  
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notified by the Director of Security that action would be taken to terminate her services for unsatisfactory performance. Because of the recency of this action, it is believed that it might be credited to this Office in connection with the current Personnel Selection Out Program.

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4. With respect to [REDACTED] although his Competitive Evaluation Rating is not among the lowest in his area of competition, his submarginal performance due to an erratic personality, which has more recently become pronounced, is well known to senior officials of this Office. For this reason his name was included for consideration in the program.

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5. The cases of the six individuals listed above, other than Mrs. [REDACTED], were informally discussed with the Office of Personnel and guidance was requested as to the appropriateness of each case for inclusion in the program. Based on the advice of the Office of Personnel, the following actions have been taken or are in process:

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a. [REDACTED] The name of this individual has been submitted to the Medical Staff to be processed as a presumable routine physical examination but will include a psychiatric examination in order to determine what further action is appropriate.

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b. [REDACTED] The name of this individual was withdrawn from consideration in the program because administrative documentation will not support a charge of submarginal performance.

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c. [REDACTED] This individual is being informally and personally advised by the Director of Security that it will be to his best interest to retire for age (he is 63) and that the services of the Office of Personnel will be available to assist him to obtain other employment. In the event he does not elect to apply for retirement, he will be notified that action will be taken to reduce him from grade GS-12 to GS-9.

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d. [REDACTED] The name of this individual has been withdrawn from consideration in the program and the Office of Personnel is taking action to have the case considered as a possible disability retirement.

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e. [REDACTED] This individual is being informally advised by letter that he should accept a downgrade from GS-12 to GS-9. In the event that he does not elect to accept such a downgrading based on this informal advice, official action will be taken to effect such action.

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f. [REDACTED] The name of this individual has been withdrawn from consideration in the program and the Office of Personnel is taking action to have the case considered as a possible disability retirement.

SIGNED

Sheffield Edwards  
Director of Security

**Distribution:**

Orig. & 1 - Adse.

1 - Acting DD/S

1 - Each Subject's Admin. File

1 - Personnel Selection Out Program File

1 - Chrono

OS/CFH:skh (9 May 58)

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